

USEPA/OECA/OC
State and Tribal Assistance Grants (STAG) 2000-2001
Massachusetts: Development and Evaluation of an IPM Compliance Assistance Program...in Schools, Daycare
Centers and Childcare Programs
4th Quarter Report, 2002
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**Quarterly Reporting Form for EPA's 2001, 2002 and 2003
Enforcement and Compliance Assurance Grants**

Reporting Period: Year: 2002

- ☐ Jun-Dec (due last working day Jan)
- ☐ Jan-Mar (due last working day Apr)
- ☐ Apr-Jun (due last working day Jul)
- ☒ Jul-Sep (due last working day Oct)

I. Information

State and Department: Massachusetts Department of Food and Agriculture

Title of Project: Development and evaluation of an Integrated Pest Management compliance assistance program to protect the health of children in schools, daycare centers and child care programs

Grant Contact Person:

Gerard Kennedy, Environmental Analyst, Massachusetts Pesticide Bureau, 251 Causeway Street, Boston, MA 02114.

Phone: 617-626-1773. Fax: 617-626-1850. email: Gerard.Kennedy@state.ma.us

Funds Received by State: \$200,000 (June 4, 2001):

EPA Regional Project Officer: Rob Koethe

Author of report: Gerard Kennedy

II Status of Project Milestones

Project Milestones	Anticipated Completion Date	Completion Date
1. Develop curricula and training materials to inform and instruct Massachusetts school personnel in the principles of IPM and the laws pertaining to the implementation of IPM in schools	Summer 2001	Completed
2. Conduct series of statewide training sessions for school personnel and pest management professionals in the principles of school IPM and its legal status in Massachusetts Series One Series Two	Summer 2001 Fall 2001	Completed Completed
3. Development of IPM Schools website (a) General information about school IPM and the requirements under the Children's Protection Act (b) Creation of Interactive IPM Plan Development Tool	Fall 2001 November 2001	Completed Completed
PROJECT EVALUATION MEASURES <i>OUTPUT MEASUREMENTS:</i>		
The numbers of persons attending educational sessions	Fall 2001	Completed
The number of "hits" on the website and an analysis of the traffic.	November 2001	Ongoing
The number of schools submitting plans will be a useful output measurement.	November 2001	Ongoing

<i>OUTCOME MEASURES</i>		
<i>Changes in Awareness and Understanding</i>		
Workshop evaluation forms	Fall 2001	Completed
The numbers and types of schools accessing and interacting with the website to construct an individual IPM plan for their school. This information will feed directly into a database.	November 2001	In Progress
Types of schools submitting IPM plans	June 2003	In Progress
<i>Changes in pesticides management practices</i>		
Number of schools who develop and submit their IPM plans to the State.	Ongoing	In Progress
The number of schools who improve their understanding of pest management. Document pest control procedures and quantification of pesticide use patterns for 12-24 schools (depending on availability and logistics) that will be adopting an IPM plan. In the second year, we will closely monitor pesticide use patterns and controls within those schools and compare the results to the previous year and to an additional 12-24 new sites.	June 2003	Under development

III. Status of Project Completion

The project is on schedule to meet its target deadline of three years. However the loss of key personnel – both Dr Reg Coler and website designer Andy Slocombe, has delayed both the development of the evaluation and the maintenance of the website respectively. While the evaluation questionnaire has been finalized, and is being used in the field by the inspectors, the statistical design and analysis of the evaluation remains in progress. A vendor will be contracted by December to continue to maintain and troubleshoot the website. DFA will work to promote the use of the interactive website to schools and daycares for 2003.

IV Results:

1. The loss of Dr. Reg Coler has set back progress on the evaluation by several months. Dr. Coler left to pursue work in the private sector. State budget constraints render it impossible, currently, to replace him. A statistically valid evaluation plan *is*, however, currently under

development with the Statistical Consulting Center at the University of Massachusetts.

Our intention is to evaluate the success of the Spring and Fall 2001 workshops conducted by Dr. Coler and Jill Warren of DFA in:

1. educating schools about the law and the process of IPM, and
2. ensuring that schools develop and implement an IPM approach to pest management.

The two populations targeted for evaluation are schools where personnel attended the workshops and schools where personnel did not attend the workshops. The goal is to determine if there is any difference between the two populations in terms of compliance with the law and in overall understanding of IPM.

Field Inspectors are currently using the attached questionnaire in the field (Appendix A). Data will be compiled at the end of this calendar year (2002). Inspectors are interviewing school personnel about their plans and how they are implementing the IPM approach. The inspectors fill out the first three pages which describes the overall conditions of the school and the extent of compliance with the law. The school's knowledge of IPM is then tested by having the school representative fill out the last page.

2. The interactive School IPM website is available at the following address:

<http://db.state.ma.us/schoolipm/>

DFA has favored a quiet launch of the interactive website in order to both test and ensure the functionality and robustness of the site. The loss of both Dr. Coler and the website designer, Andy Slocombe, has resulted in the need to contract with a new vendor to continue to maintain and troubleshoot the site. A Request for a Response has been developed and is attached in Appendix B. Several proposals have been received as of October 18, 2002. The position is expected to be filled by December 2002. In the meantime, the site is being cleaned up, the code is being refined and code identifiers and markers are being prepared for the site takeover.

3. IPM Plans developed independently of the interactive website continue to be submitted to DFA (Figure One). Overall 807 schools and 365 daycares have submitted IPM plans to DFA since December 2001 (Figure Two). This represents only 15% of all daycares and approximately 25% of schools. The majority of schools and daycares which have submitted plans (672 or 57%) have submitted both Indoor and Outdoor IPM Plans (Figure Three). Most schools and daycares (68%) have submitted their plans electronically (Figure Four).

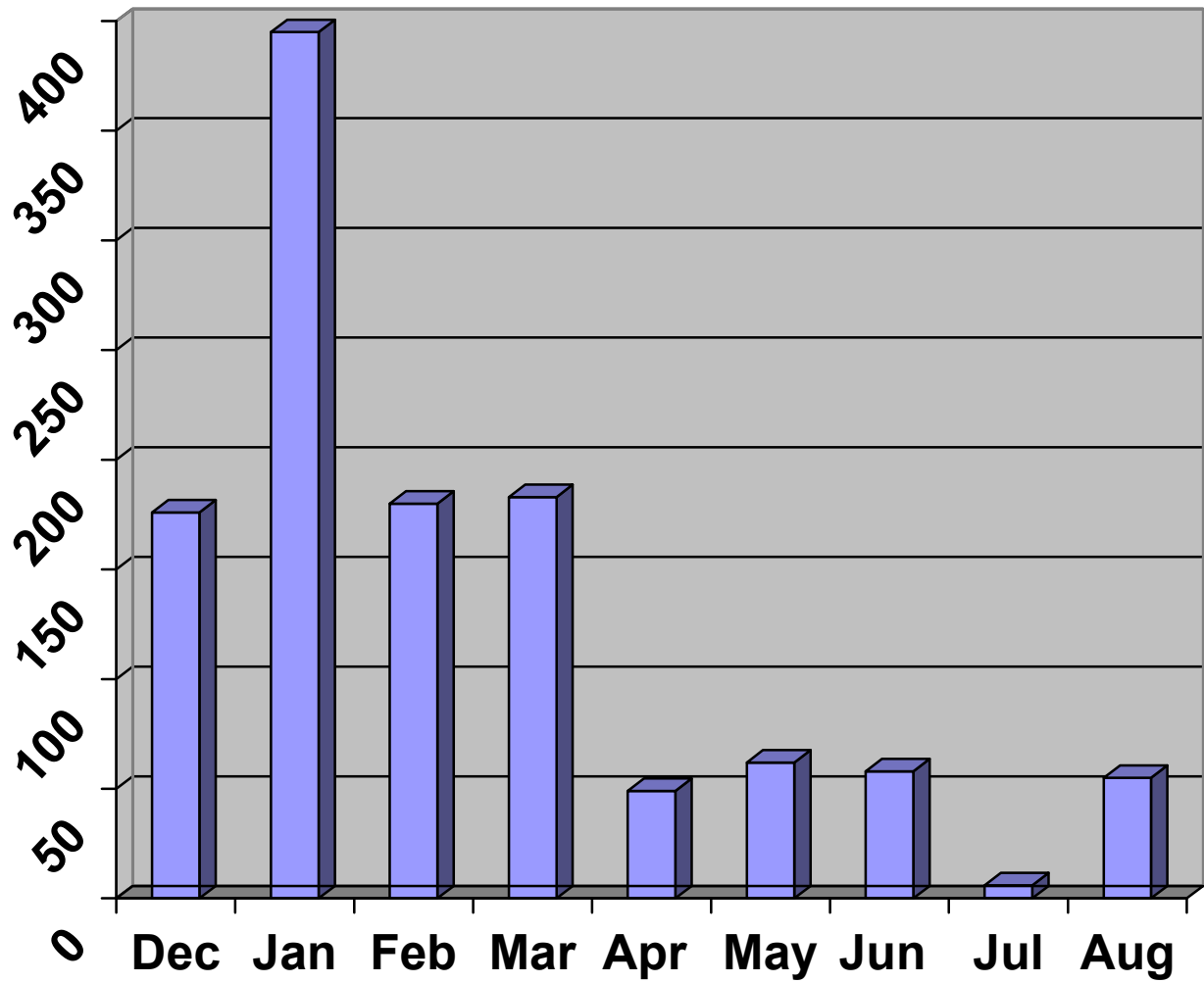


Figure One: Number of IPM-Plans

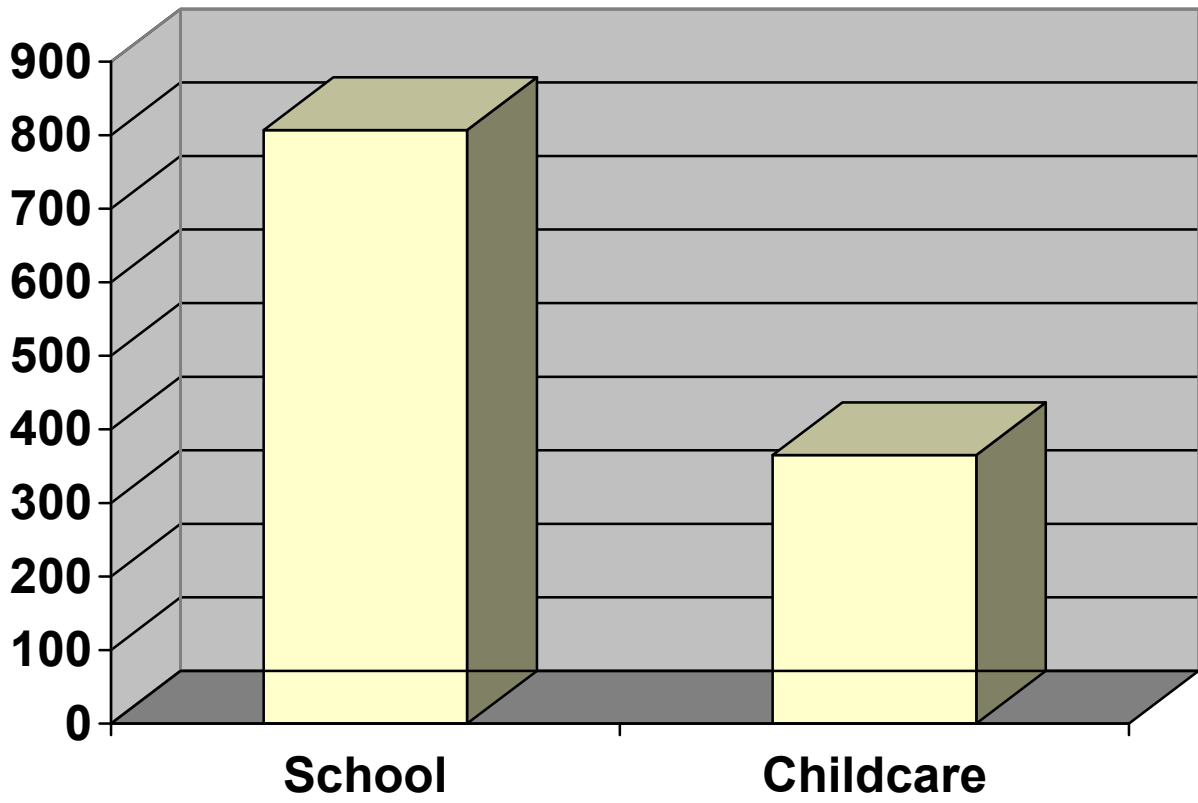
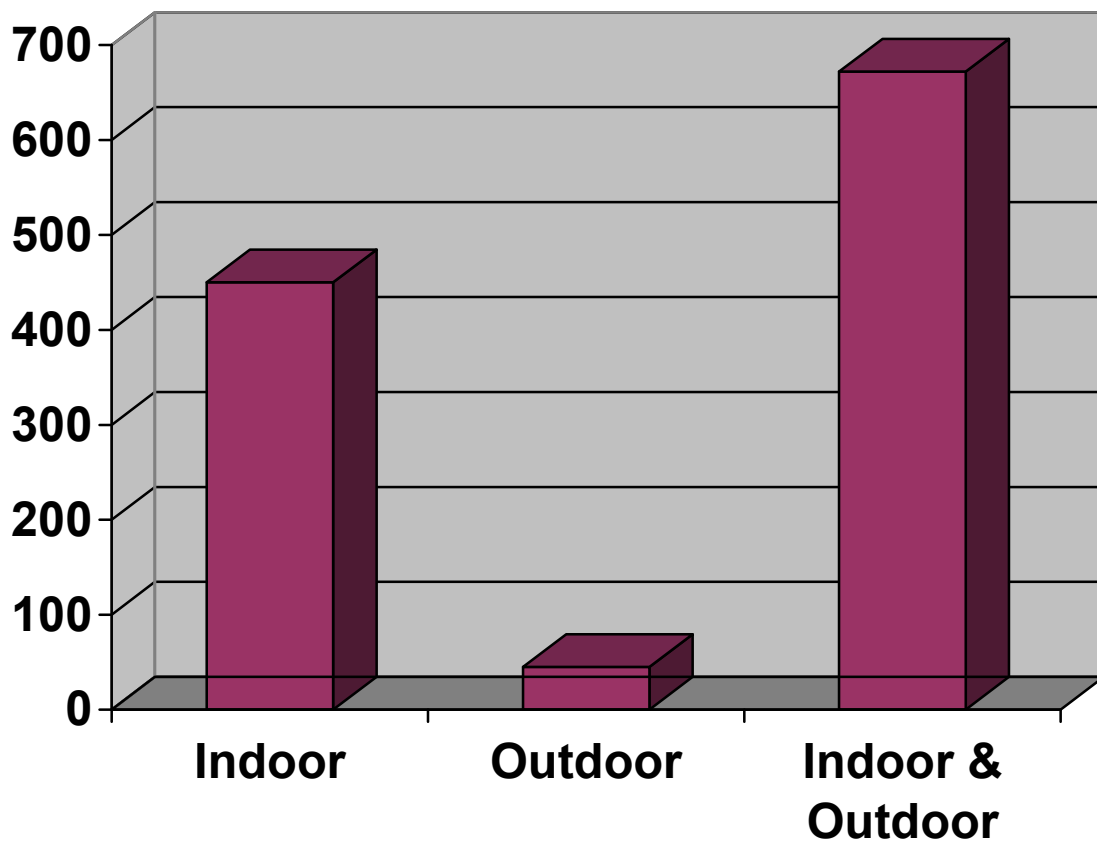


Figure Two: Type of Facility



■ Figure Three: Plan Type

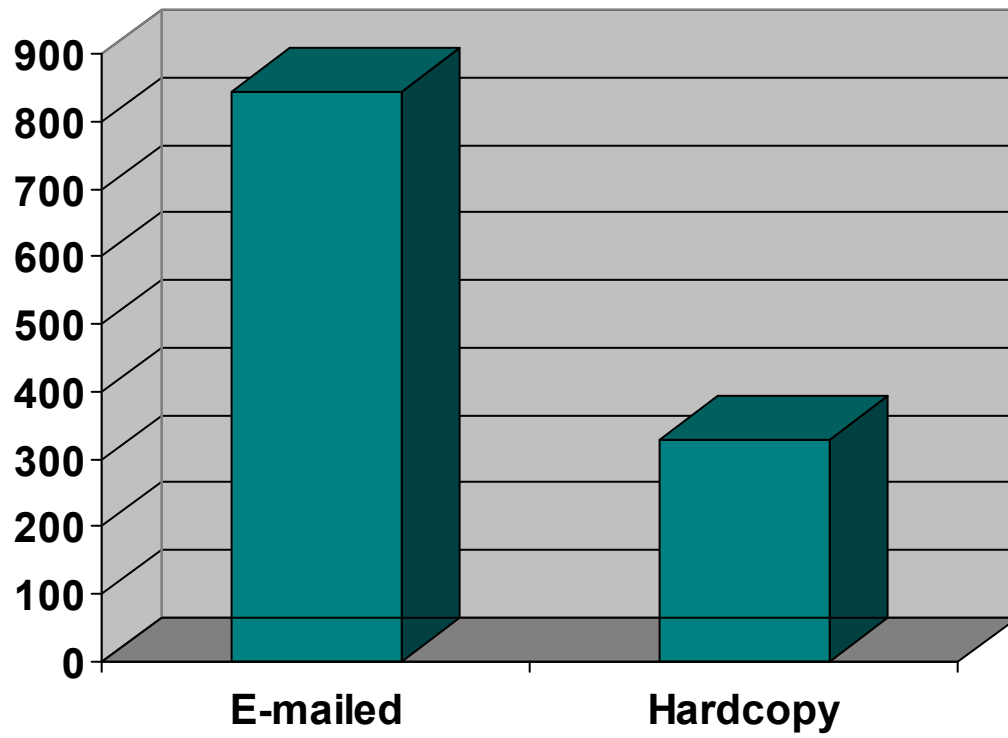


Figure Four: Method of Plan Submittal



Massachusetts Department of Food and Agriculture
Pesticide Enforcement
(617) 626-1781

UMASS EXTENSION
School IPM Project
(413) 577-0268

APPENDIX A

FACILITY INFORMATION

Site Name:		
Address:		
<input type="checkbox"/> School	<input type="checkbox"/> Daycare center	<input type="checkbox"/> School age childcare program
Inspector:		
Name of Individual Interviewed:		
Position/Title of Interviewee:		
Has any representative of the facility attended a training workshop?		
Is the interviewee the appropriate contact for this facility audit?		
Indoor IPM Plan on file on site:		
Outdoor IPM Plan on file on site:		
If No, reason:		
Indoor IPM Plan on file with DFA:		
Outdoor IPM Plan on file with Department of Food and Agriculture		
If No, reason:		
Notice of Inspection		
Pesticide Application Records on site:		
Range of Years Pesticide Application Records on file		

IPM PLAN REVIEW

Check components included in INDOOR & OUTDOOR plans

	<u>INDOOR</u>		<u>OUTDOOR</u>	
	<u>YES</u>	<u>NO</u>	<u>YES</u>	<u>NO</u>
Has the plan been updated within a year of the date on the plan?				
Facility Name included in plan?				
Facility Address included in plan?				
Telephone number of facility?				
Email address of primary contact?				
Is the name of individual who prepared plan listed?				
Submittal date included?				
Is facility IPM coordinator listed in plan?				
Are the Facility IPM Committee members listed?				
Is the Facility IPM Policy stated in IPM plan?				
Are pests of the past and present listed in the IPM plan?				
Are possible factors contributing to pest presence identified?				
Is training program for facility staff described in plan?				
Does IPM plan list EMERGENCY INDOOR & GENERAL OUTDOOR pesticides to be used? Emergency indoor not required but good idea!				
Are non-pesticide control techniques listed?				
Is the licensed pesticide applicator (individual/company) listed?				
Is facility applying pesticides?				
Are IPM plans readily available?				
Are pesticide application records readily available?				

LOCATION OF THE IPM PLAN AND RECORDS FOR EACH FACILITY:

IPM plan (indoors):

IPM plan (outdoors):

Pesticide Application Records:

PEST MANAGEMENT COMPANY INFORMATION

Name of Company:	
Address:	
Phone Number:	

PESTICIDE USE

INDOOR

The only formulations allowed are anti-microbials, rodenticides in tamper-resistant bait stations, insecticidal baits, and termiticides. Remember, pesticide formulations other than those specified are not permitted indoors unless applied during “emergency situations” as recognized by board of health. Only products listed for emergency use indoors (within plan) are permitted.

List - Indoor Emergency Use Pesticides below:

OUTDOOR

Refer to application records to verify whether pesticides used correspond with those listed in IPM Plan. If not, photocopy both the products listed for outdoor use from the IPM plan and the pesticide application record.

NOTIFICATIONS, EMERGENCY WAIVERS, AND AESTHETIC ISSUES (Consumer Info Bulletin, Standard Written Notification Form, Fact sheet from Exttoxnet)

	YES	NO
Was notification sent and documented for all outdoor applications		
Was the Standard Written Notification issued within time period required?		
Is there an aesthetic letter of approval from town and or municipality? <i>If Yes, letter from person authorizing the use of pesticide applications for aesthetic purposes should be on file</i>		
Are there Emergency Waivers on file:		
Describe Situation:		
Was the Standard Written Notification sent out even when emergency waiver was approved?		

Additional Information:

Signature of Inspector

Date

IPM THEORIES & PRACTICES

	TRUE	FALSE
Standard Written Notification is not necessary when spraying herbicides on a parking lot to control weeds.		
IPM programs must be established in a Massachusetts facility only when pest problems warrant it.		
“Over the counter” non-restricted pesticides can be used in: schools, daycare centers and school age childcare programs by non-licensed personnel.		
Any formulation or type of “indoor” pesticides may be used within a facility if the application is made by a licensed individual and performed according to the product label specifications		
Notification requirements for outdoor pesticide applications can be waived if the grounds and school remain unoccupied for a period of five days following the pesticide application		
Chemical products that contain an EPA registration number are considered by Massachusetts Department of Food and Agriculture to be pesticides		
Integrated Pest Management consists of understanding and using multiple pest control practices to minimize or eliminate pest problems		
“Indoor” pests usually inhabit (remain within) a structure because there are enough resources (food, water), and/or harborage (places to live) available to sustain the pest		
The first tactic of an IPM program is to identify and use the proper pesticide that will effectively kill the pest		
Individuals practicing IPM should not view the pest as “the problem” but rather as an undesirable; the pest itself should be viewed as an indicator of a greater problem within or around the facility		
When practicing IPM, the first tactic used to control a pest is to safely place baits in the location where the pest activity is observed		
Mechanically excluding pests from entering a structure is considered a good integrated pest management practice		
Cultural control (reduction of: pest habitats {places to live} and pest resources {food & water}) should be a primary practice of an indoor integrated pest management program		

Signature of Interviewee

Date

IPM PRACTICES OBSERVED OR LACKING IN FACILITY

Indoor Pests:

IPM Tactics used:

Suggested IPM practices to implement:

ATTACHMENT B
MAINTENANCE OF PESTICIDE AND SCHOOL IPM WEBSITE

Request for a Response Number: PBCFPA

Procuring Department: Massachusetts Department of Food and Agriculture
Address: 251 Causeway Street, Boston, MA 02114
RFR Contact Person: Brad Mitchell
Telephone: 617- 626-1771. **Fax:** 617-626-1850.
Email: brad.mitchell@state.ma.us

1. Description or purpose of procurement

To procure services to provide the following:

- (a) ongoing maintenance of ASP based interactive pesticide related website.
- (b) development and maintenance of pesticide related web pages.

Greater detail is provided in **Attachment A**.

2. Acquisition Method

Fee for Service

3. Single or Multiple Contractors:

Single

4. Single or multiple departments may contract under this RFR:

- ☐ Only Procuring Department May contract Under this RFR
- ☐ Option To Allow Other Departments/Political subdivisions to Contract under RFR
- ☐ Statewide Contract - All Departments may purchase under terms of RFR
- ☐ Multiple Un-identified Additional Departments may purchase under terms of RFR
- ☐ Multiple Identified Departments Listed in RFR may purchase under terms of RFR

5. Expected Duration of Contract

18 months from date of award of contract

6. Pricing Information and methodology

Vendors must identify the hourly rate for the individual required to perform the scope of services described in Appendix A.

7. Anticipated Expenditures, Funding or Compensation for Expected Duration

Contract will have a maximum obligation of \$ 20,000 – \$ 30,000

**8. DESCRIPTION OF GOODS AND SERVICES TO BE PROVIDED
SEE ATTACHMENT A**

9. ADDITIONAL CONSIDERATIONS

ALL BIDDERS WILL BE REQUIRED TO COMPLETE, EXECUTE AND RETURN THE FOLLOWING DOCUMENTS: (FORMS ARE AVAILABLE VIA THE STATE INTERNET SITE [HTTP://WWW.COMM-PASS.COM](http://www.comm-pass.com))

(i) Bidders will be required to complete, execute and return the **Commonwealth Terms and Conditions**. If the Bidder already has executed and filed the **Commonwealth Terms and Conditions**, please indicate this in your Response. The Commonwealth Terms and Conditions shall be incorporated by reference into any Contract for Commodities and Services executed pursuant to this RFR. A Bidder is required to execute the Commonwealth Terms and Conditions only once.

(ii) All Bidders must complete and submit a **Verification of Taxation Reporting Information (W-9) Form**

(iii) All Bidders must complete and submit a **Commonwealth Standard Contract**.

(iv) All Bidders must complete and submit a **Northern Ireland Notice and Certification**

(v) All Bidders must complete and submit an **Electronic Funds Transfer Form (EFT)**

10. Instructions for submission of responses

One copy of a proposal along with the forms specified in Section 8 should be delivered by mail or submitted in person by October 17 by 5pm to:

Mr. Brad Mitchell, Director Regulatory Services,
251 Causeway Street, Boston, MA 02114-2151

ATTACHMENT A
MAINTENANCE OF SCHOOL IPM WEBSITE

II. REQUEST FOR A RESPONSE NUMBER: PBCFPA

1. Project Overview

The Massachusetts Pesticide Bureau of the Department of Food and Agriculture is responsible for implementing the Children's and Families Protection Act (CFPA). The intent of the CFPA is to protect children from the risks of pesticide use in schools, daycare centers and school age child care programs ("schools").

The CFPA mandates that all schools develop Integrated Pest Management (IPM) plans which must be submitted to the Pesticide Bureau. An IPM plan specifically establishes pest control methods that will be used to manage pest problems in a school. The plan centralizes all of the information of a school's pest management practices. The plan includes procedures for record keeping, notification and communication. To provide schools with the mechanism to generate their own Integrated Pest Management (IPM) plans, the Massachusetts Department of Food and Agriculture and the University of Massachusetts have developed a School IPM website which has both informative and interactive components:

Informative section: <http://www.umass.edu/umext/schoolipm/>

Interactive section: <http://db.state.ma.us/schoolipm/>

The Pesticide Bureau maintains webpages relative to School IPM, pesticide regulations and pesticide programs at its website: <http://www.state.ma.us/dfa/pesticides/index.htm>.

2. Procurement Scope of Services

- (a) Provide ongoing maintenance, development and trouble-shooting of the interactive website.
- (b) Further develop and provide ongoing maintenance of the website pages as needed.

3. Response Information

All responses should contain the following information:

- (a) Qualifications and experience of the applicant relative to the proposed project.
- (b) Knowledge of database management and programming language including ASP, and HTML.
- (c) A description of equipment, software and infrastructure which will be used to conduct the project.
- (d) Examples of previous work.
- (e) Names, addresses and phone numbers from references who can speak to the ability of the vendor to satisfactorily complete the scope of services.